



WILLIAMSON COUNTY PURCHASING DEPARTMENT
301 SE INNER LOOP - SUITE 106
GEORGETOWN, TEXAS 78626

<http://www.wilco-online.org/ebids/>

INVITATION FOR BIDS

HVAC SERVICES TO INCLUDE REFRIGERATION, KITCHEN EQUIPMENT, AND DUCT CLEANING ANNUAL CONTRACT

BID NUMBER: 12WCA001

BIDS MUST BE RECEIVED ON OR BEFORE: August 2, 2011 – 1:30 PM

BIDS WILL BE PUBLICLY OPENED: August 2, 2011 – 2:00 PM

BID SUBMISSION

DEADLINE: Bids must be received in the Williamson County Purchasing department on or **before Tuesday, August 2, 2011 – 1:30 pm.** Bids will be publicly opened at 2:00 pm or soon thereafter in the Williamson County Purchasing Department, Williamson County Inner Loop Annex, 301 SE Inner Loop – Suite 106, Georgetown, Texas.

METHODS: Sealed bids may be hand-delivered or mailed to the *Williamson County Purchasing Department*
Attn: Kerstin Hancock – Purchasing, Williamson County Inner Loop Annex, 301 SE Inner Loop – Suite 106, Georgetown, Texas 78626.

FAX/EMAIL: Facsimile and electronic mail transmittals are acceptable. For instructions regarding electronic submissions, please visit:

<http://www.wilco.org/vendorinfo> Failure to follow these instructions may cause your bid to be rejected.

BID REQUIREMENTS

TRIPLICATE: All bids must be submitted in triplicate (one (1) original complete bid set, one (1) copy of the bid set) AND one (1) CD (including all required documents). The bid sets should be marked “original” or “copy”. The original set must contain original signatures. A “bid set” consists of the COMPLETED AND SIGNED Bid sheet and **any other required documentation.**

SEALED: All bids must be returned in a sealed envelope with the bid name, number, opening date and time clearly marked on the outside. **If an overnight delivery service is used,** the bid name, number, opening date

and time must be clearly marked on the outside of the delivery service envelope.

REFERENCES: Williamson County may require bidder to supply a list of at least three (3) references where like services have been supplied by their firm if vendor has not done business with the County within the past five (5) years. Include name of firm, address, telephone number and name of representative.

LEGIBILITY: Bids must be legible and of a quality that can be reproduced.

FORMS: All bids must be submitted on the forms provided in this bid document. Changes to bid forms made by bidders shall disqualify the bid. Bids cannot be altered or amended after submission deadline.

LATE BID: Bids received after submission deadline will not be opened and will be considered void and unacceptable. Williamson County is not responsible for lateness of mail, courier service, etc.

RESPONSIBILITY: It is expected that a prospective bidder will be able to affirmatively demonstrate bidder's responsibility. A prospective bidder should be able to meet the following requirements:

- a) have adequate financial resources, or the ability to obtain such resources as required;
- b) be able to comply with the required or proposed delivery schedule;
- c) have a satisfactory record of performance;
- d) be otherwise qualified and eligible to receive an award.

Williamson County may request representation and other information sufficient to determine bidder's ability to meet these minimum standards listed above.

AWARD

THIRTY DAYS: Awards should be made approximately thirty (30) days after the bid opening date. Results maybe obtained by contacting the Purchasing Contact.

REJECTION OR ACCEPTANCE: No more than one bid will be awarded for any item, single department or area. Bids may be rejected for some items, departments or areas, even though awards are made for others. The convenience of having a single source for similar items will be taken into consideration together with price in determining the lowest and best bid.

It is understood that the Commissioners Court of Williamson County, Texas, reserves the right to accept or reject any and/or all bids for any or all materials and/or services covered in this bid request, and to waive informalities or defects in the bid or to accept such bid it shall deem to be in the best interest of Williamson County. In determining the overall best bid, the County may exercise the following option granted to local governments under the Texas Local Government Code.

TLGC § 271.907. This option allows the County to evaluate bids and give preference to goods and/or services of a vendor that demonstrates that the vendor meets or exceeds any and all state or federal environmental standards, including voluntary standards, relating to air quality. If the bid being submitted will have an effect on air quality for Williamson County (as it relates to any state, federal, or voluntary air quality standard), then the bidder should provide information in narrative form indicating the anticipated air quality impact. Bidders are expected to meet all mandated state and federal air quality standards.

CONTRACT: This Bid, when properly accepted by Williamson County, shall constitute a contract equally binding between the successful bidder and Williamson County.

The successful bidder may be required to sign an additional agreement containing terms necessary to ensure compliance with the bid.

CONTRACT ADMINISTRATION: Under this contract, Gary Wilson, Facilities Director, Williamson County, shall be the contract administrator with designated responsibility to ensure compliance with contract requirements, such as but not limited to, acceptance, inspection and delivery. The contract administrator will serve as liaison between Williamson County Commissioner's Court and the successful bidder.

CONTRACT PERIOD(S): The Initial Contract Period is October 1, 2011 through September 30, 2012.

Possible extensions include:

October 1, 2012 through September 30, 2013

October 1, 2013 through September 30, 2014

CONTRACT EXTENSIONS: At the end of the current fiscal year, the Commissioners Court reserves the right to extend this contract, by mutual agreement of both parties, as it deems to be in the best interest of the county. This extension will be in twelve (12) month increments for up to an additional twenty-four (24) months, with the terms and conditions remaining the same; and with a price escalation at renewal time each year of no more than the consumer price index, All urban consumers (CPI-U), US City Average, all items, as published by the United States Department of Labor, Bureau of Labor Statistics. The yearly increase in the CPI shall be the latest index published and available one-hundred-and eighty (180) days prior to the end of the contract year. The total period of this contract, including all extensions will not exceed a maximum combined period of thirty-six (36) months. The extension of this contract is contingent on the appropriation of necessary funds by Commissioner's Court for the fiscal year in question. Upon the failure of Commissioner's Court to so appropriate in any year, the Vendor may elect to terminate this agreement, with no additional liability to the County. The County and the Vendor agree that termination shall be the Vendor's sole remedy under this circumstance.

BID CONTACTS

Any questions, clarifications or requests for general information should be directed to the contacts listed below. Question submittals must be made via email, and are **due by 5:00 PM on Tuesday, July 26, 2011**. Every effort will be made to answer questions as soon as possible with an email response.

All submitted questions with their answers will be posted to the Williamson County portal, <http://wilco-online.org/ebids/bids.aspx>. If you do not have access to email or internet please call the Purchasing contact below.

PURCHASING CONTACT:

Kerstin Hancock
301 SE Inner Loop – Suite 106
Georgetown, TX 78626
(512) 943-1546
K Hancock@wilco.org

TECHNICAL CONTACT:

Gary Wilson
3101 SE Inner Loop
Georgetown, TX 78626
(512) 943-1636
facilities@wilco.org

MISCELLANEOUS

FOB DESTINATION: All of the items listed are to be Free On Board to final destination (FOB Destination) with all transportation charges if applicable to be included in the price, unless otherwise specified in the Invitation for Bids. The title and risk of loss of the goods shall not pass to the County until receipt and acceptance takes place at the FOB point.

FIRM PRICING: All of the items listed are to be on a "per unit" basis, stating a firm price per unit or unit quantity of each item. This price must be good from the date of bid opening for a fixed period of time. Unless the Bid expressly states otherwise, this period shall be until the end of the current fiscal year on September 30, 2012. Bids which do not state a fixed price, or which are subject to change without notice, will not be considered. The Court may award a contract for the period implied or expressly stated in the lowest and best bid, but for no longer than the current fiscal year.

ESTIMATED QUANTITIES: The estimated quantity of each item listed in the notice is only an estimate -- the actual quantity to be purchased may be more or less. The County is not obligated to purchase any minimum amount, and the County may purchase any reasonable amount greater than the estimate for the same unit price. Any limit on quantities available must be stated expressly in the bid.

FUNDING: Funds for payment have been provided through the Williamson County budget approved by Commissioners Court for the October 1, 2011 thru September 30, 2012 fiscal year.

SALES TAX: Williamson County is by statute, exempt from the State Sales Tax and Federal Excise Tax.

STATEMENTS: No oral statement of any person shall modify or otherwise change, or affect the terms, conditions, plans and/or specifications stated in the various Bid Packages and/or Bid Instructions/Requirements.

DELIVERY: The delivery time and location for the commodity and/or service covered by this bid shall be as stated in the various bid packages.

PURCHASE ORDER: If required by the Williamson County Purchasing Department a purchase order(s) may be generated to the successful bidder for products and/or services. If a purchase order is issued the purchase order number must appear on all itemized invoices and/or requests for payment.

PAYMENT: Payment shall be made by check from the County upon satisfactory completion and acceptance of items and submission of the Invoice to the ordering department for work specified by this Contract Document. All payments owed will be paid no later than thirty (30) days after the goods or services are received

OR the date that the invoice is received by the Auditor's Office whichever is later. As a minimum, invoices shall include:

- (1) Name, address, and telephone number of Vendor and similar information in the event the payment is to be made to a different address
- (2) County contract, Purchase Order, and/or delivery order number
- (3) Identification of items or service as outlined in the contract
- (4) Quantity or quantities, applicable unit prices, total prices, and total amount
- (5) Any additional payment information which may be called for by the contract

Payment inquiries should be directed to the Auditor's Office, Accounts Payable Department: Donna Baker, 943-1558.

CONFLICT OF INTEREST: No public official shall have interest in a contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.

As of January 1, 2006 Vendors are responsible for complying with Local Government Code Title 5, Subtitle C, Chapter 176. Additional information may be obtained from the County website at the following link:

<http://www.wilco.org/CountyDepartments/Purchasing/ConflictofInterestDisclosure/tabid/689/language/en-US/Default.aspx>

The Williamson County Conflict of Interest Statement is included as Attachment A of this IFB. This form should be completed, signed, and submitted with your bid.

ETHICS: The bidder shall not accept or offer gifts or anything of value nor enter into any business arrangement with any employee, official or agent of Williamson County.

DOCUMENTATION: Bidder shall provide with this bid response, all documentation required by this bid. Failure to provide this information may result in rejection of the bid.

TERMINATION FOR CAUSE: In the event of breach or default of this contract or any other additional agreement containing terms necessary to ensure compliance with the Bidder's bid, Williamson County reserves the right to enforce the performance of this contract or any additional agreement by any manner prescribed by law or deemed to be in the best interest of Williamson County. At Williamson County's sole discretion, the Bidder may be given reasonable time to cure its breach or default prior to Williamson County's termination under this provision. Williamson County's option to offer time to cure a default or breach shall, however, in no way be

construed as negating the basis for termination for non-performance.

SILENCE OF SPECIFICATIONS: The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

COMPLIANCE WITH LAWS: The successful bidder shall comply with all applicable federal, state and local laws and regulations pertaining to the practice of the profession and the execution of duties under this bid including the TEXAS HAZARD COMMUNICATION ACT and THE WILLIAMSON COUNTY HAZARD COMMUNICATION PROGRAM POLICY.

WORKER'S COMPENSATION

The Texas Labor Code, §406.096, requires workers' compensation insurance coverage for all persons providing services on a building or construction project for a governmental entity. The rule requires a governmental entity to timely obtain certificates of coverage and retain them for the duration of the project. The rule also sets out the language to be included in bid specifications and in contracts awarded by a governmental entity and the information required to be in the posted notice to employees. The rule is adopted under the Texas Labor Code, §402.061. The information provided below is a result of this rule. By submitting your bid to the county, you are acknowledging that this rule is a part of these bid specifications, and that you will observe and abide by all of the requirements outlined in the rule. You are further agreeing that should your bid or proposal be accepted by the Williamson County Commissioners' Court, the necessary certificates of coverage showing workers' compensation coverage, will be provided to the following name and address, prior to beginning work:

Kerstin Hancock
Williamson County Purchasing Office
301 SE Inner Loop – Suite 106
Georgetown, TX 78626

If you have any questions related to this ruling and/or requirement, you are encouraged to contact either the Williamson County Purchasing Department at (512) 943-1546, or you may call the Texas Workers' Compensation Commission at (512) 804-4000.

Workers' Compensation Insurance Coverage:

A. Definitions: Certificate of coverage ("certificate")-A copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement (TWCC-81, TWCC-82, TWCC-83, or TWCC-84), showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

Duration of the project - includes the time from the beginning of the work on the project until the contractor's/person's work on the project has been completed and accepted by the governmental entity.

Persons providing services on the project ("subcontractor" in §406.096) - includes all persons or entities performing all or part of the services the contractor has undertaken to perform on the project, regardless of whether that person contracted directly with the contractor and regardless of whether that person has employees. This includes, without limitation, independent contractors, subcontractors, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. "Services" include, without limitation, providing, hauling, or delivering equipment or materials, or providing labor, transportation, or other service related to a project. "Services" does not include activities unrelated to the project, such as food/beverage vendors, office supply deliveries, and delivery of portable toilets.

B. The contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the contractor providing services on the project, for the duration of the project.

C. The Contractor must provide a certificate of coverage to the governmental entity prior to being awarded the contract.

D. If the coverage period shown on the contractor's current certificate of coverage ends during the duration of the project, the contractor must, prior to the end of the coverage period, file a new certificate of coverage with the governmental entity showing that coverage has been extended.

E. The contractor shall obtain from each person providing services on a project, and provide to the governmental entity:

(1) a certificate of coverage, prior to that person beginning work on the project, so the governmental entity will have on file certificates of coverage showing coverage for all persons providing services on the project;

(2) no later than seven (7) days after receipt by the contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.

F. The contractor shall retain all required certificates of coverage for the duration of the project and for one year thereafter.

G. The contractor shall notify the governmental entity in writing by certified mail or personal delivery, within ten (10) days after the contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.

H. The contractor shall post on each project site a notice, in the text, form and manner prescribed by the Texas Workers' Compensation Commission, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.

I. The contractor shall contractually require each person with whom it contracts to provide services on a project, to:

(1) provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all of its employees providing services on the project, for the duration of the project;

(2) provide to the contractor, prior to that person beginning work on the project, a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project;

(3) provide the contractor, prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project;

(4) obtain from each other person with whom it contracts, and provide to the contractor:

(a) a certificate of coverage, prior to the other person beginning work on the project; and

(b) a new certificate of coverage showing extension of coverage, prior to the end of the

coverage period, if the coverage period shown on the current certificate of coverage ends during the duration of the project;

(5) retain all required certificates of coverage on file for the duration of the project and for one year thereafter;

(6) notify the governmental entity in writing by certified mail or personal delivery, within ten (10) days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and

(7) contractually require each person with whom it contracts, to perform as required by paragraphs (1) - (7), with the certificates of coverage to be provided to the person for whom they are providing services.

J. By signing this contract or providing or causing to be provided a certificate of coverage, the contractor is representing to the governmental entity that all employees of the contractor who will provide services on the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.

K. The contractor's failure to comply with any of these provisions is a breach of contract by the contractor which entitles the governmental entity to declare the contract void if the contractor does not remedy the breach within ten (10) days after receipt of notice of breach from the governmental entity.

BID SPECIFICATIONS

The Service will be on an "on call basis" for all Williamson County buildings.

The Contractor shall be responsible for responding to telephone calls from Williamson County Maintenance Department Personnel ONLY.

1. Contractor will supply all necessary personnel, tools, and equipment to accomplish installation, service, and/or repair of Heating, Ventilating, and Air Conditioning (HVAC) units, systems, and Chilled Water systems, pumps, air handlers, Service and/or repair kitchen equipment, to include but not limited to such items as walk-in/reach-in refrigerators and freezers, stoves, steam kettles, steam ovens, mixers, meat slicer, brazing pans etc, on an "ON CALL" basis. This is to include refrigerant recovery, recycle, or reclaim equipment necessary for compliance with the Clean Air Act and all current environmental and State regulations. All costs associated with the installation, service, and/or repair of HVAC units, systems, and chilled water systems, pumps, and air handlers must be

HVAC SERVICES FOR COUNTY BID

included in the hourly rate. EXCEPT for repair parts and materials supplied by the Contractor which will be billed separately from the labor.

2. Duct cleaning cost must be entered on a separate pricing schedule. Contractor will provide all necessary personnel, tools, equipment and supplies.
3. Contractor will provide back ground checks on all employees that will be responding to services calls
4. Response time after receiving a call for service will be no longer than two (2) hours from the time contact has been made with the Contractor or the Contractors answering service until time of arrival at the specified service call location.
5. The hourly rate for the service call will commence when the Contractor arrives at the specified location and contacts the appropriate County personnel.
6. Contractor will be fully licensed to perform HVAC work in the State of Texas as defined in the Texas Air Conditioning and Refrigeration Contractors License Law, Articles 8861 and 9100, and follow the most current Uniform Mechanical Code or the Standard Mechanical Code and the Standard Gas Code Book, 1994 Edition or later. A COPY OF ALL BUSINESS LICENSES MUST BE INCLUDED AND ATTACHED TO THIS INVITATION TO BID.
7. Contractor and all technicians will each have the required licenses and certifications for Environmental Air Conditioning and Commercial Refrigeration and Process Cooling and Heating. A COPY OF LICENSES AND CERTIFICATIONS MUST BE FURNISHED UPON REQUEST.
8. Contractor will be required to furnish a copy of Certificate of Insurance from an admitted company or an eligible surplus lines carrier, as defined in the Texas Insurance Code, Article 1.14-2. A COPY MUST BE INCLUDED AND ATTACHED TO THIS INVITATION FOR BID.
9. Contractor will be required to furnish Statutory Workers Compensation. A COPY OF THE CERTIFICATE OF INSURANCE MUST BE PROVIDED PRIOR TO STARTING WORK.
10. Technician's Helper: When service conditions require a Helper, a licensed Technician must supervise the helper.
11. Contractor will bid an hourly rate for normal working hours (7:00 AM - 5:00 PM); after hours (5:00 PM - 10:00 PM); and Weekends and Holidays. Hourly rates will be bid for performance of work in the following categories:
 - a. An experienced, qualified technician for installation, service, and/or repair of HVAC units, systems, and chilled water systems, pumps, and air handlers, refrigerators/freezers and kitchen equipment.

HOURS	HOURLY RATE
Regular Hours	
After Hours	
Weekends	
Holidays	

- b. A Technician's Helper:

HOURS	HOURLY RATE
Regular Hours	
After Hours	
Weekends	
Holidays	

12. Prices for parts will be Discount-from-List. The Discount percentage (%) will be _____. The County reserves the right to conduct random audits on the above pricing.
13. Award of this contract will be based on, but is not limited to the lowest hourly rates, ability to meet response time requirements, and the Discount-from-List percentage.

DUCT CLEANING SPECIFICATIONS

All labor, equipment, and products required to clean all existing HVAC ductwork systems and air handlers in all Williamson County buildings on an as needed basis.

1.1 SCOPE OF WORK

- 1.1.1 Clean all air conditioning system housing surfaces, designated ductwork risers and other related components. Housing surfaces shall be cleaned inside and outside. The HVAC system includes any interior surface of the facility's air distribution system for conditioned spaces and/or occupied zones. This includes the entire heating, air conditioning and ventilation system from the points where the air enters the system to the points where the air is discharged from the system. The return air grilles, return air ducts (except ceiling plenums and mechanical rooms) to the air handling unit, the interior surfaces of the AHU, mixing box, coil compartment, condensate drain pans, humidifiers and dehumidifiers, supply air ducts, fans, fan housings, reheat coils, and supply diffusers are all considered part of the HVAC system. The HVAC system also includes other components such as dedicated exhaust and ventilation components and make-up air systems.
- 1.1.2 Work Schedules: Unless otherwise noted, all work will be accomplished after normal business hours and weekends. Contractor will schedule clean-up and system start-up at such times as to prevent any interruption to the normal operation of the building. This will be at 6:00 AM unless prior approval in writing is received from the Facilities Maintenance coordinator.
- 1.1.3 Contractor will remove all grease, debris, particulates, and dust by physical contact cleaning or with a duct sweeper, duct auger, and/or duct crawler combined with appropriate vacuums and negative air. The contractor will be responsible to take precautions that debris removed from the system during the cleaning process is collected and not otherwise dispersed outside of the HVAC system. Particulate collection equipment shall be capable of HEPA filtration with 99.97% collection efficiency for 0.3-micron size or greater.
- 1.1.3.1 Remove and/or render harmless the bacterial, algae or fungal growths occurring anywhere within the air conditioning system being cleaned.
- Treat all surfaces contaminated with microbial growth with the appropriate EPA registered sanitizing agent. Lubricate all the units, related door or hatchway hinges and lockdowns, dampers, actuators, roll filter assemblies and fan bearings. Do not lubricate any motor bearings.

- 1.1.3.2 Seal all interior insulated duct surfaces with appropriate duct sealant.
- 1.1.3.3 Spray all interior duct surfaces with a deodorizer to eliminate offensive odors.
- 1.1.4 Interior ductwork: clean both large and small ductwork as follows:
 - 1.1.4.1 Large ducts (those large enough to crawl through): clean interior surface of all types of contaminants with approved cleaners, degrease and industrial vacuum and collector.
 - 1.1.4.2 Small ducts (those too small to crawl through) clean interior surface by mechanical means using the duct sweeper, duct auger, or duct crawler then treat with a biocide or EPA approved anti-microbial.

1.2 PRICING SCHEDULE

- 1.2.1 List the cost per opening to provide the service required by the above guidelines. The contractor is cautioned to keep in mind the price quoted will cover expenses to clean all trunk and lateral lines to the openings. This price will include labor, equipment, and materials to perform this service. An opening is intended to mean supply and/or return.

\$_____ per opening

- 1.2.2 List the cost to clean the equipment listed below using the above stated guidelines. The contractor is cautioned to keep in mind the price quoted will cover all required materials, labor and equipment. An item price will cover an air handling unit, and/or a roof top unit.

\$_____ per unit, 1 ton through 5 ton

\$_____ per unit, 6 ton through 10 ton

\$_____ per unit, 11 ton through 25 ton

\$_____ per unit, 26 ton through 40 ton

\$_____ per unit, 41 ton through 60 ton

ATTACHMENT A



WILLIAMSON COUNTY CONFLICT OF INTEREST STATEMENT

I hereby acknowledge that I am aware of the Local Government Code of the State of Texas, Section 176.006 regarding conflicts of interest and will abide by all provisions as required by Texas law.

Printed name of person submitting form:

Name of Company:

Date:

Signature of person submitting form:

Notarized:

Sworn and subscribed before me
by: _____

on _____
(date)

WILLIAMSON COUNTY BID FORM
HVAC SERVICES
TO INCLUDE REFRIGERATION, KITCHEN EQUIPMENT, AND DUCT CLEANING
ANNUAL CONTRACT
BID NUMBER: 12WCA001

NAME OF BIDDER: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Telephone: (_____) _____ Fax: (_____) _____

CHECK ONE OF THE FOLLOWING:

- ☐ low item basis. (Will accept award on "any or all" items.)
- ☐ "all or none" basis. (Will accept award of "all" items only. If left blank, low item will apply.)

By signing this form:

- The bidder confirms that he/she has read the entire document and agrees to the terms herein.
- The bidder is acknowledging the Conflict of Interest Clause and agrees to follow necessary requirements

The undersigned, by his/her signature, represents that he/she is authorized to bind the bidder to fully comply with the terms and conditions of the attached Invitation for Bid, Specifications, and Special Provisions for the amount(s) shown on the accompanying bid sheet(s).

Signature of Person Authorized to Sign BID

Date of BID: _____

Printed Name and Title of Signer: _____

DO NOT SIGN OR SUBMIT WITHOUT READING ENTIRE DOCUMENT

THIS FORM MUST BE COMPLETED, SIGNED, AND RETURNED WITH BID

**RETURN PAGES BEGINNING WITH PAGE 6 THROUGH THIS PAGE WITH YOUR BID PACKAGE
AND ALL REQUIRED INFORMATION**

Williamson County Inner Loop Annex

Address:

301 SE Inner Loop
Georgetown, TX 78626

Directions:

From South (Austin, Round Rock)

Take IH-35 Northbound

Exit 259

Stay on frontage road for approximately 2 miles

At stop sign, go right on Inner Loop

Just past Snead Drive, the Inner Loop Annex is on the left

Main entrance is on the side of the building by the flagpoles

From North (Georgetown, Jarrell)

Take IH-35 Southbound

Exit 259

At stop sign, go left under the overpass

At stop stay straight onto Inner Loop

Just past Snead Drive, the Inner Loop Annex is on the left

Main entrance is on the side of the building by the flagpoles

INNER LOOP ANNEX FLOOR PLAN

